

## **HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE**

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Thursday, September 11, 2014 at 3:00 P.M., in meeting room 4-C located on the fourth floor of the Administration Building.

**HR COMMITTEE MEMBERS PRESENT: Marsik, Duchac, Frohling, Greshay and Schmidt**

**ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; James Mielke, Dodge County Administrator; Janet Wimmer, Director of Human Services and Health; Scott Smith, Chief Deputy; Brian Field, Highway Commissioner.**

**Meeting called to order by Marsik at 3:00 p.m.**

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Schmidt. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Duchac to approve the minutes of the September 2, 2014 regular and closed session meeting of the Human Resources and Labor Negotiations Committee. Second by Frohling to approve the minutes. Motion carried.

Eske gave the Committee an update on the Kronos Project and answered questions from the Committee members.

Rains informed the Committee that he has not received the official release of the 2015 health insurance rates from Employee Trust Funds. It was the consensus of the Committee to hold a special meeting on September 19, 2014 at 9:00 a.m. to discuss 2015 health insurance premium contributions. Rains stated that if the Committee were to decide to make a change in plans to the high deductible plan that the County Board would need to approve a resolution before October 1, 2014. He stated that a special meeting of the County Board would need to be scheduled in order to make that deadline.

Field explained a request for a wage differential for employees who work in a higher classification for an entire shift. He explained the current procedure for determining what rate to pay employees. He stated that his request is to establish a \$0.50 differential for employees who work in the higher classifications of Equipment Operator, Excavator Operator, Mechanic, and Welder; a \$2.00 differential for employees who work in the higher classification of Foreman; and a \$5.00 differential for employees who work in the higher classification of Superintendent. Field answered questions from Committee members. Discussion followed.

Motion by Greshay to approve the recommendation as presented. Second by Duchac. Motion carried.

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 09/11/14

The Committee reviewed the Personnel Requisitions to refill a County Patrolman position in the Highway Department and a Maintenance Mechanic position in the Physical Facilities Department. Mielke has recommended approval of both requests.

One (1) County Patrolman – F.T., Highway Department  
One Maintenance Mechanic – F.T., Physical Facilities Department

Motion by Frohling to approve the Personnel Requisitions as presented. Second by Greshay. Motion carried.

The Committee reviewed the Personnel Requisitions to refill an Economic Support Specialist I or II, an Economic Support Specialist – Lead and a Home and Financial Advisor I, II, or III in the Human Services and Health Department. Mielke has recommended approval of these requests. Rains went on to explain the remaining Personnel Requisitions to fill positions based on the resolution recently passed by the County Board regarding the re-organization in the Human Services and Health Department.

One (1) Account Clerk III – F.T., Human Services & Health Department  
Two (2) Administrative Secretaries – F.T., Human Services & Health Department  
One (1) Counselor I, II, or III – AODA (TAD Program Services) – F.T., Human Services & Health Department  
One (1) Counselor I, II, or III – Case Manager Mental Health – F.T., Human Services & Health Department  
Six (6) Customer Service/Support Specialists – BU4851 – F.T., Human Services & Health Department  
One (1) Customer Service/Support Specialists – BU4851 – P.T., Human Services & Health Department  
One (6) Customer Service/Support Specialists – BU5035 – F.T., Human Services & Health Department  
One (1) Customer Service/Support Specialists – BU5035 – P.T., Human Services & Health Department  
Six (6) Customer Service/Support Specialists – BU5606 – F.T., Human Services & Health Department  
One (1) Customer Service/Support Specialists – BU5086 – F.T., Human Services & Health Department  
Seven (7) Customer Service/Support Specialists – BU5086 – F.T., Human Services & Health Department  
One (1) Customer Service/Operations Coordinator – BU5086 – F.T., Human Services & Health Department  
One (1) Dementia Care Specialist I, II, or III – F.T., Human Services & Health Department  
One (1) Economic Support Specialist – F.T., Human Services & Health Department  
One (1) Economic Support Specialist – Lead Worker – F.T., Human Services & Health Department  
One (1) Psychiatric Therapist II – Outpatient (MH in Schools) – P.T., Human Services & Health Department  
One (1) Social Worker I, II, or Senior – Long Term Support, Adult Protective Services – F.T., Human Services & Health Department

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 09/11/14

Motion by Greshay to approve the Personnel Requisitions as presented. Second by Frohling. Motion carried.

Leave of Absence: None.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RE-HIRE – UNION: None. RECLASSIFICATION – UNION: None. STEP INCREASE – UNION: Michael P. Willmann, Sergeant – Patrol, Sheriff's Department – Patrol Division at \$30.18, Pay Grade SSU08, Step 6M54 effective 10-29-14. NEW HIRE: None. RE-HIRE: None. LIMITED TERM/SEASONAL: None. RECLASSIFICATION: Kim L. Anthony, Customer Service/Support Specialist, Human Services & Health Department at \$17.39, Pay Grade DC02, Step S14A effective 09-06-14; Beverly L. Behm, Customer Service/Support Specialist, Human Services & Health Department at \$16.65, Pay Grade DC02, Step S12A effective 09-06-14; Amy J. Beranek, HS Supervisor-Economic Support, Human Services & Health Department at \$26.29, DC09, Step ST01 effective 09-15-14; Pamela J. Hupf, Administrative Secretary III, Human Services & Health Department at \$17.05, Pay Grade DC03, Step S07A effective 09-06-14; Nicole Margelofsky, Customer Service/Support Specialist, Human Services & Health Department at \$14.82, Pay Grade DC02, Step S07A effective 09-06-14; Victoria L. Rahn, Administrative Secretary III, Human Services & Health Department at \$17.68, Pay Grade DC03, Step S08B effective 09-06-14; Danelle Sunderland, Customer Service and Operations Coordinator, Human Services & Health Department at \$18.09, Pay Grade DC04, Step ST04 effective 09-06-14; Jackie L. Vincent, Customer Service/Support Specialist, Human Services & Health Department at \$13.18, Pay Grade DC02, Step ST02 effective 09-06-14; Jaclyn A. Wendlandt, Customer Service/Support Specialist, Human Services & Health Department at \$17.39, Pay Grade DC02 Step S14A effective 09-06-14; Chad R. Riter, Jail Supervisor – 1<sup>st</sup> Shift, Sheriff's Department – Jail Division at \$29.93, Pay Grade DC08, Step S09B effective 08-23-14. STEP INCREASE: Karen J. Krentz, Child Support Specialist II, Child Support Department at \$19.65, Pay Grade DC05, Step ST03 effective 10-08-14; Paula E. Mandel, Deputy Clerk of Courts, Clerk of Courts Department at \$19.04, Pay Grade DC04, Step ST06 effective 10-17-14; Michael J. Chapman, State Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 10-15-14; Nicole Margelofsky, Receptionist II – ADRC, Human Services & Health Department at \$14.82, Pay Grade DC02, S07A effective 09-02-14; Rebecca C. Neitzel, Typist III, Land Conservation Department at \$17.89, Pay Grade DC03, Step S09A effective 10-26-14. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None.

**HR Director's Report:**

- a) Disciplinary Actions: Nothing to report.
- b) Grievances and Arbitrations: Nothing to report.

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE – 09/11/14

Future Agenda Items: 2015 health insurance premium rates. Update on the health insurance consulting services.

**Closed Session:**

Motion by Schmidt, second by Duchac to convene into Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening into closed session is for the purpose of conducting public business, which, because of bargaining reasons, requires a closed session, namely, developing negotiating strategies for collective bargaining. The meeting is closed pursuant to Sections 19.85(1)(e) of the Wisconsin Statutes. A roll call vote was taken. Motion carried by unanimous vote of all members present, at 3:45 p.m.

**Open Session:**

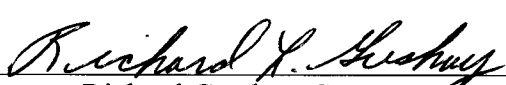
Motion by Greshay, second by Schmidt to reconvene into open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 4:35 p.m.


**Future Meeting Dates and Times:**

Special Meeting on September 19, 2014 at 9:00 a.m. in room 4C of the Administration Building.

The next regular scheduled meetings of the Human Resources and Labor Negotiations Committee are **October 7, 2014 and October 21, 2014 at 9:00 a.m.** in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 4:40 p.m.

  
Richard Greshay, Secretary

  
Joseph Marsik, Chair

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.

## HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of Closed Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors on Thursday, September 11, 2014 held in Room 4C of the Administration Building.

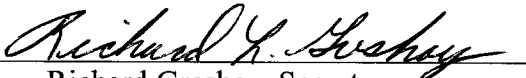
**MEMBERS PRESENT: Marsik, Duchac, Frohling, Greshay, and Schmidt**

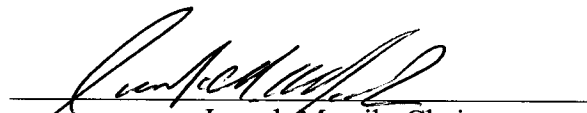
**ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; James Mielke, County Administrator; Nancy Pirkey, Labor Attorney, Buelow Vetter Buikema Olson & Vliet LLC, via conference call.**

Motion by Schmidt, second by Duchac to convene into Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening into closed session is for the purpose of conducting public business, which, because of bargaining reasons, requires a closed session, namely, developing negotiation strategies for collective bargaining. The meeting is closed pursuant to Sections 19.85(1)(e) of the Wisconsin Statutes. A roll call vote was taken. Motion carried by unanimous vote of all members present, at 3:45 p.m.

The Committee discussed negotiation strategies for collective bargaining.

Motion by Greshay, second by Schmidt to reconvene into open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 4:35 p.m.

  
Richard Greshay, Secretary

  
Joseph Marsik, Chair

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